



TRAFFIC SIGNAL SERVICES CREW LEADER

Purpose:

To actively support and uphold the City's stated mission and values. To perform skilled and semi-skilled work in the construction, installation and maintenance of traffic signal and lighting devices.

Supervision Received and Exercised:

Receives general supervision from Traffic Signal Supervisor, or from other supervisor staff.

Exercise functional and technical supervision over Traffic Signal Services Worker I/II and temporary employees.

Examples of Duties:

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Recommend and assist in the implementation of goals and objectives; establish methods, parameters and schedules for operation and maintenance activities; implement policies and procedures.
- Act as a coach and mentor to team members; facilitate and participate in team member's Individual Development Plans.
- Assist in the training and participate in the evaluation of staff.
- Evaluate operations and activities in assigned areas of responsibility; perform analysis of methods and procedures and recommend improvements and modifications.
- Create and close Hansen Software work orders and pick lists.
- Troubleshoot, repair and maintain traffic signal control devices, systems and auxiliary equipment.

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- Participate in the construction, installation and maintenance of traffic signals and lighting systems.
- Operate equipment in signal installation such as, air compressors, jack hammers, trenchers, augers, crane trucks, bucket trucks, and fork lifts.
- Interpret plans and specifications to ensure correct installation of traffic signal systems.
- Install conduits for signal systems and telephone circuits.
- Participate in the installation and identification of electrical circuits, splicing circuits and traffic control devices.
- Wire, drill, install, assemble and repair signal poles and heads, pedestrian heads, push buttons, luminaries, optical communication devices and wire loops.
- Operate shop tools, such as drill presses, grinders, cutting torches and welders.
- Use proper test equipment to read voltage and amperage of traffic signal systems.
- Perform minor mechanical maintenance work on equipment; notify supervisor of major repairs.
- Coordinate work with supervisors, City departments, utility companies and others to ensure that installation and repair schedules are met.
- Demonstrate continuous efforts to improve operations, decrease turnaround times, streamline work processes and work cooperatively and jointly to provide quality seamless customer service.
- Maintain and monitor inventory of supplies and equipment; advise supervisor of equipment and supply needs.
- Install traffic cones and barricades; direct and control traffic.
- Transport necessary equipment and supplies to and from the work site.
- Perform related duties as assigned.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. The hiring department may include job related

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experience, training or license and certification preferences at the time of recruitment. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of responsible traffic signal and lighting system maintenance experience.

Training:

Equivalent to the completion of the twelfth grade supplemented by specialized training in electronics or a related field. An Associates Degree is highly desirable.

Licenses/Certifications:

Possession of, or ability to obtain, an appropriate valid Arizona driver's license.

Possession of, or the ability to obtain an Electronic or Electrical Technician Certificate and a Level II International Municipal Signal Association (IMSA) Certification.

This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 103.

Job Code: 6750

FLSA: Non-Exempt